

Minutes of the IQAC Meeting of National Law University and Judicial Academy, Assam held on May, 10, 2022 at 2.00 P.M in the Conference Hall (3rd Floor of Administrative Building) of NLUJA, Assam, Hajo road, Amingaon, Kamrup (R), Guwahati-31

Following are the Members of Core Committee for NAAC Preparation

1. Prof. (Dr.) V.K. Ahuja
Vice Chancellor, NLUJAA, Assam
2. Dr. Indranoshee Das, ACS
Registrar, NLUJA, Assam
3. Prof. (Dr.) Debasis Poddar
Prof. of Law, NLUJA, Assam
4. Dr. Diptimoni Boruah
Associate Prof. of Law, NLUJA, Assam
5. Dr. Ishrat Husain,
Associate prof. of Law, NLUJA, Assam
6. Dr. Amol Deo Chavhan
Associate prof. of Law, NLUJA, Assam
7. Dr. Nandarani Choudhury
Assistant Registrar (Acad.), NLUJA, Assam

Members Present

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STRATEGIC PLANNING FOR ASSESSMENT OF ACCREDITATION OF NLUJA, ASSAM BY NAAC		
Agenda of the Meeting	Resolution	Action to be taken
1. Discussion on Criterion 1.1.1 and 1.1.2	<p>The members of the core committee considered and recommended:</p> <ul style="list-style-type: none"> ➤ Constitution of Syllabus Development Committee. ➤ Revision of UG and PG syllabi in order to incorporate the requisites enforced by the NAAC (such as PSO) and the UGC ➤ Updating syllabi as per latest guidelines from the UGC. ➤ Syllabus Development Committee, upon its 	<p>1. Constitution of CDC (PG)</p> <ul style="list-style-type: none"> ➤ Convenor: Dr. Diptimoni Baruah ➤ Co-convenors: Dr. Amol Deo Chavan; Dr. Kailash Jeenger; Dr. Jupi Gogoi ➤ All other faculty members teaching PG Courses

	<p>constitution, to meet and strategize the revision of syllabi in a time bound manner</p> <ul style="list-style-type: none"> ➤ Imminent revision of the syllabi of the Post Graduate course, which is to be taken up by the newly recruited faculty members, as per their areas of interest and expertise. 	<ol style="list-style-type: none"> 2. Constitution of CDC (UG) <ul style="list-style-type: none"> ➤ Convenor: Dr. Debasis Poddar ➤ Co-convenors: Dr. Ishrat Husain; Dr. T. Tombing ➤ All faculty members teaching PG Courses 3. Conduct of Five Day Workshop on LOCF and Academic Flexibility (with thrust on credit mobility and bank of credits) in the blended mode in the month of June, 2022. <i>Note: No Registration fee for In-house faculty members. Nominal fee for external participants.</i> 4. Revision of UG & PG Syllabi to be completed within summer break.
<p>2. Discussion on Criterion 1.1.3;1.2.1;1.3.2 &1.3.3</p>	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ The Two Credit (02) Multi-Disciplinary Courses be developed as Value Based & Skill Development Courses (<i>including language skills</i>), in line of NEP and NAAC requirements. ➤ In the upcoming Academic Year value/skill based Two Credit (02) Multi-Disciplinary Courses be floated. ➤ Research centres may float value/skill based audit courses (of 16 hrs) ➤ University may initiate the process of registering itself in SWAYAM-NPTEL platform to float online courses. 	<ol style="list-style-type: none"> 5. The CDC (UG) may be directed to convene brainstorming on the recommendations and device a mechanism for incorporating the same expeditiously, before commencement of A/Y 2022-23
<p>3. Discussion on Criterion 1.4.1 and 1.4.2</p>	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ In order to generate 360⁰ feedback on course syllabi (UG 	<ol style="list-style-type: none"> 6. Competent Authority to constitute the said committee and revised syllabi be duly

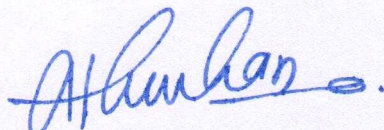
	<p>& PG) a Committee representing all stake holders viz. <i>Students; Alumni, Judiciary; Industry; Parents</i> be constituted.</p> <p>➤ Report Analysis format be developed with the IT Section and duly adopted as a standard practice for the future</p>	<p>communicated to the same for their inputs.</p> <p>7. A Report Analysis template be developed and implemented. All record to be systematically maintained</p> <p>8. A format for Action Taken Report be expeditiously developed and maintained</p>
4. Discussion on Criterion 2.2.1	<p>The members of the core committee recommended:</p> <p>➤ Remedial Classes for students be streamlined</p> <p>➤ Senior UG Students, PG Students and Research Scholars be engaged in teaching assignments</p>	<p>9. Remedial Classes be scheduled before Semester End Examination and Repeat Examination</p> <p>10. Notification may be issued to that effect.</p>
5. Discussion on Criterion 2.3.2	<p>The members of the core committee recommended:</p> <p>➤ That the IT Section develops a proper plan for n/a on the instant criterion.</p>	11. System Administrator to be directed to take expeditious measures in this regard.
6. Discussion on Criterion 2.3.3/2.3.4	<p>The members of the core committee recommended:</p> <p>➤ In order to maintain a record of mentor-mentee interaction a dairy may be maintained</p>	12. A template for the said dairy be developed and circulated among all mentors.
7. Discussion on Criterion 3.1.2	<p>The members of the core committee recommended:</p> <p>➤ That an amount of INR 5,00,000/ be earmarked in the Annual Budget to be granted as Seed Money to Research Centres of the University to conduct research and value added courses</p> <p>➤ Research proposal may be invited from the faculty members in charge of various Research Centres and (10) best proposals (<i>research proposals and proposal for conduct of</i></p>	13. A call for Research Proposals from NLUJA, Assam Research Centres be expeditiously announced.

	<p><i>value added courses</i>) be awarded Seed Money.</p> <ul style="list-style-type: none"> ➤ An amount of INR 35,000 to INR 40,000 be allocated for Research Proposals and INR 15,000 – INR 10,000 for value added courses. 	
8. Discussion on Criterion 3.1.5	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ A Mediation Clinic and also a Law Museum, in the Library premises, be established. 	14. A proposal for setting up of the Law Museum be developed by the Assistant Librarians and Asst. Engineer.
9. Discussion on Criterion 3.3.1	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ The Hon'ble Vice-Chancellor may kindly orient faculty members on enhancing centre activities with reference to the requirements of the instant agenda. 	
10. Discussion on Criterion 3.4.2	<p>The members of the core committee recommended that institutional policy be developed for requirements of criterion:</p> <ul style="list-style-type: none"> ➤ 3.4.1, 3.4.2, 3.5.1 	15. Committees be constituted for expeditious drafting of institutional policies on the requirement of the cited criteria.
11. Discussion on Criterion 3.6.1 to 3.6.4	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ That the extension activities be promoted, especially under Legal Aid Cell be enhanced ➤ Appropriate budgetary allocation in favour of Legal Aid Cell be made in order to support extension activities of the Cell. 	<p>16. Legal aid clinic to submit an annual plan of activities, with thrust on community extension service.</p> <p>17. Account Section to create appropriate budgetary head for Legal Aid Clinic, with allusion to the above and availability of budget in the present F/Y</p> <p>18. A report on the activities of Legal Aid Cell for the last five years be compiled.</p>
12. Discussion on Criterion 3.7.1 to 3.7.2	<p>The members of the core committee recommended:</p>	19. Concerted action in this regard is required and that IQAC Director would focus

	<ul style="list-style-type: none"> ➤ That the Hon'ble Vice-Chancellor looks into the forging MoUs with reputed institutions and organizations ➤ That collaborative academic ventures be launched with institutes and organization with whom the University has MOU, and with those that the University would eventually forge some form of collaborative ties. 	on the requirements of the instant criterion
13. Discussion on Criterion 4.1.1 to 4.1.3	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ The matters be dealt with Asst. Engineer, Asst. Librarians and System. Administrator 	20. Asst. Engineer, Asst. Librarians and System. Administrator to develop a sketch of the existing amenities/facilities, the deficiencies (<i>vis-à-vis the requirements of the instant criteria</i>) and a practicable plan for addressing the deficiencies, in a time-bound manner.
14. Discussion on Criteria 5.1.2 and 5.1.3	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ Activities ought to be concertededly enhanced under the said parameters. 	<p>21. Value added courses and skill based courses be offered under the scheme of Two (2) Credit Multidisciplinary Courses</p> <p>22. Research Centres/Individual Teachers may launch Value added courses and skill based courses</p> <p>23. Activities under the Centre for Career Counselling need to be increased</p>
15. Discussion on Criterion 5.1.4	<p>The members of the core committee recommended:</p> <ul style="list-style-type: none"> ➤ That the IQAC in collaboration with the ICC, CDSHL, Anti-Ragging Squad, EOC and other Centres ought to conduct lectures on relevant topics, as required under the instant criterion 	24. An official communication on the matter be sent to all concerned committees and centres
16. Discussion on Criteria 5.2.1 to 5.2.4	<p>The members of the core committee recommended that the IT Section and Library staff members</p>	25. An official communication in this regard be made in order that the said work can

	imminently initiate the data collation process.	be completed in a time bound manner
17. Discussion on Criterion 6.1.1	The members of the core committee recommended that in order to develop content on the instant criterion, SSR documents of reputed NLUs be referred to.	26. SSR of some NLU's that have undergone the process of accreditation, be downloaded for reference.
18. Discussion on Criterion 6.2.3	The members of the core committee recommended that: <ul style="list-style-type: none"> ➤ Mechanization of <i>Leave Application; installation of Examination Software and other activities be taken up</i> 	27. The F.O I/C and System Administrator be directed to plan mechanization of university activities (including those mentioned), within reasonable budget.
19. Discussion on Criterion 6.3.2 to 6.3.3	The members of the core committee recommended that: <ul style="list-style-type: none"> ➤ Some activities as specified under the said criteria be planned 	28. University Administration and senior Faculty Members to mull on the programmes that can be launched under the instant criterion.
20. Discussion on Criterion 6.5.1	The members of the core committee recommended that the director, IQAC may plan activities under the said criterion	29. The Director, IQAC to develop a plan of action for Odd Semester, A/Y 2022-23
21. Discussion on Criterion 7.1.1	The members of the core committee recommended the construction/installation of the following: <ul style="list-style-type: none"> ➤ Day Care Clinic ➤ 24x7 Grievance Redressal Mechanism 	30. FO I/C , Asst. engineer and System Administrator be asked to devise a plan (along with budgetary requirements) for the same
22. Discussion on Criterion 7.1.2 to 7.1.7	The members of the core committee recommended that: <ul style="list-style-type: none"> ➤ Asst. Engineer be directed to develop a plan for the same ➤ Environmental audits of the University Campus be conducted ➤ Bio Gas Plan be set up 	31. FO I/C , Asst. engineer and be asked to devise a plan (along with budgetary requirements) for the same
23. Discussion on Criterion 7.1.8 to 7.1.9	The members of the core committee recommended that: <ul style="list-style-type: none"> ➤ EOC, BAMC and CDSHL plan targeted programs on <i>inclusion, constitutional values and plurality</i> 	32. Official communication on the said matter be made with the concerned faculty members and admin. staff
24. Discussion on Criterion 7.1.10	The members of the core committee recommended that: <ul style="list-style-type: none"> ➤ Some programmes on the requirements of the instant criteria be launched by University 	33. Resources within the university be identified for the exercises under the said criterion

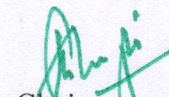
	<ul style="list-style-type: none"> ➤ Some documents on the same be developed 	
25. Discussion on Criterion 7.2.1	<p>The Members of the Core Committee Recommended That Some Institutional Best Practices Be Adopted, <i>Viz.</i></p> <ul style="list-style-type: none"> ➤ Gender Budgeting ➤ Gender Auditing ➤ Green Practices ➤ Institutional Austerity Practices ➤ Waste Management (<i>including vermi-compost etc.</i>) ➤ Water Harvesting ➤ Innovative Practices 	<p>34. Concerned centres of the University be asked to devise best practices in their relevant area</p> <p>35. A Committee comprising of the following be constituted to mull on the Innovative Practices that could be practicably implemented by the University:</p> <ul style="list-style-type: none"> ❖ Dr. Diptimoni Baruah, Chairperson ❖ Dr. Gitanjali Ghosh ❖ Mr Himangshu Nath ❖ Mr. Saheb Choudhury


Director

IQAC, NLUJA Assam

**Director, IQAC
National Law University and
Judicial Academy, Assam**




Chairman

IQAC, NLUJA, Assam

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